



# Glyncollen Primary School

## Ysgol Gynradd Glyncollen

Telephone/Fax: (01792) 791727  
Rhif Ffôn/Effacs  
e-mail: [Glyncollen.Primary@swansea-edunet.gov.uk](mailto:Glyncollen.Primary@swansea-edunet.gov.uk)

Prifathro: Mrs. A. Bolt, BA, PGCE, MA(Ed), NPQH

Heol Dolfain  
Parc Gwernfadog  
Morrison  
Swansea  
SA6 6QF

2<sup>nd</sup> October 2020

Dear Parent/Carer,

We continue to monitor the movements around the site during drop-off and end of day collection. As a result, changes will be made from Monday 5th October to reduce congestion during collection at the exit gate. I appreciate that parking is limited in the vicinity of the school, but respectfully request that you do not enter the school site until the designated drop-off or collection time. As a result of the feedback received in relation to the queues on Heol Dolfain, we will trial a queuing system on the pavement starting on Monday 5th October.

**Queue 1: Heol Dolfain to Butterslade Grove – Miss Thomas, Mrs Davies, Mrs Jones**

**Queue 2: Heol Dolfain to Dee Place – Miss Evans, Mr Probert, Miss McElroy**

***Please note that there are slight changes to timings for some classes.***

8:40 a.m.	3:15 p.m.	Class 6/5 Miss Thomas
8:40 a.m.	3:15 p.m.	Class 5/4 Mrs Davies
8:40 a.m.	3:15 p.m.	Reception Mrs Jones
8:45 a.m.	3:20 p.m.	Class 1/R Miss Evans
8:50 a.m.	3:25 p.m.	Class 4/3 Mr Probert
8:50 a.m.	3:25 p.m.	Class 2/1 Miss McElroy
8:50 a.m.	11:30 a.m.	Nursery Mrs Jones

Pupils will enter the classroom and be dismissed at the specified time for their class. The only exception will be for parents with more than one child. You will be able to drop-off and collect at the earliest allocated time. Could I please ask that you stand on the painted yellow and red circles at the collection points to ensure social distancing outside classrooms.

Thank you for your continued support and co-operation. Please do not hesitate to provide any further suggestions on how we can work together to ensure the safety of the whole Glyncollen community.

Kind regards

Suzanne Hamilton

Acting Headteacher

